



Town Council Meeting
October 6th, 2021 @ 7:00 pm
Town Hall & CONFERENCE CALL

7:00 pm Town Council Meeting

I. Call to Order:

II. Opening Ceremonies

- a. Roll Call:**
- b. Pledge of Allegiance:**
- c. Recognition of Visitors:**
- d. Announcements:**

III. Adoption of Agenda.

IV. Approval / Rejection of Minutes

- a. Approval/ Rejection of Council Minutes from the September 22nd, 2021, Town Council Workshop Meeting.**

V. State Police:

- a. An update on September 2021 activity.**

VI. Mayor's Report:

- a. Discussion on advance planning for the Spring Townsend Fair.**
- b. ACTION ITEM: Discussion and possible vote on repair/replacement of defaced sidewalk section on Ginn St.**
- c. Discussion regarding multi-stage approach to the maintenance facility and old Town Hall renovation.**

VII. Reports

a. Town Attorney Fred Townsend III

b. Town Engineer Edwin Van-Otoo

- 1. An update on Town Engineering Projects.**

c. Town Manager

- 1. Status update on the COVID-19 pandemic.**
- 2. A report on Town Administrative activities**
- 3. A status update on properties of 14-016.00-047 and 14-016.00-002 which includes 14-016.00-002- M0002; that are pursuing annexation into the Town of Townsend**
- 4. ACTION ITEM: Discussion and possible vote on contractor for and improvements to Old Town Hall.**
- 5. ACTION ITEM: Discussion and possible vote regarding American Rescue Plan Legal Service through an agreement with the Delaware League of Local Governments, Office of the Governor, and Office of the State Treasurer.**

Town Meetings will be returning to in person format. Residents may choose to attend meetings in person or via electronic means. Townsend Town Hall will be available to the Town Council and those of the public wishing to attend in person. All personnel and visitors entering Town Hall must wear masks and comply with all CDC guidelines, including social distancing guidelines. Those that are sick or who have been exposed to the COVID-19 virus are asked to not enter Town Hall and may attend the meeting virtually. Those wishing to attend virtually may dial **1(301)715-8592**. When directed, provide following meeting ID **827- 6421-7575#** and then the following password 361631# to enter the meeting. If you choose to access the meeting online click the following link: <https://us02web.zoom.us/j/82764217575?pwd=aHl4RDhTZ0xiME1HV0ZOcHRxSHZ3OT09>

VIII. Committee Reports

- a. **Finance Committee:** Chair: Mayor Miller, Co-Chair: Councilman Dugan
 - a. Review and possible discussion on the August 2021 Budget vs. Actual Report.
 - b. **ACTION ITEM:** Discussion and possible vote to approve Resolution 2021-013: A Resolution to Amend the 2021-2022 Budget.
- b. **Human Resources Committee:** Chair: Mayor Miller
 - a. **ACTION ITEM:** Discussion and possible vote to approve Resolution 2021-014: A Resolution to Authorize Personnel Actions; The Hiring of a Police Chief.
- c. **Public Works Committee:** Chair: Councilman Dugan, Co-Chair: Councilman Mertz
- d. **Land Use and Development Committee:** Chair: Councilman Lobdell, Co-Chair: Councilman Dugan
 - a. A status update on the 2020 Comprehensive Plan PLUS review comments.
- e. **Veterans Committee:** Chair: Councilwoman Clarke, Co-Chair: Mayor Miller
 - a. Discussion on Veterans Day Event.
- f. **Public Safety Committee:** Chair: Councilman Mertz, Co-Chair: Councilwoman Clarke
 - a. **ACTION ITEM:** Discussion and possible vote to approve Resolution 2021-015: A Resolution to Adopt the Town of Townsend Continuity of Operations Plan.
- g. **Community Engagement Committee:** Chair: Councilwoman Clarke, Co-Chair: Councilman Lobdell
 - a. **ACTION ITEM:** A discussion and possible vote on trick-or-treating for Halloween 2021.
- h. **Parks and Recreation Committee:** Chair: Councilman Lobdell, Co-Chair: Councilman Mertz
- i. **National Wildlife and Historic Preservation Committee:** Chair: Councilwoman Clarke

IX. Citizens Comments & Participation

X. Recess Council Meeting to Convene Executive Session

XI. Convene Executive Session: In accordance with 29 Del. C. §10004 (B)(9) the Town Council will be meeting in executive session strategy session relating to potential litigation with Town Attorney Townsend.

XII. Close Executive Session & Re-convene Council Meeting.

XIII. Adjournment.

Revised on 9/30/21 to Amend Item VI. b. to include a possible vote. AMT